



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**  
**BOARD OF NURSING**

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: [DPR.DELAWARE.GOV](http://DPR.DELAWARE.GOV)  
EMAIL: [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us)

**Rules and Regulations Committee Minutes**  
**(Approved June 23, 2015)**

The Rules and Regulations Committee held a meeting on May 11, 2015 at 9:00 A.M. in Conference Room B, Cannon Building, 861 Silver Lake Blvd, Dover, Delaware.

**PRESENT:** Linda Darling, Denise O'Donnell, Karen Rollo, Sharon Mills-Wisneski

**ABSENT:** Nat'e Guyton, Gary Alderson

**GUESTS:** None

**PRESIDING:** Linda Darling

**STAFF:** Pamela Zickafoose, Executive Director, Delaware Board of Nursing

**CALL TO ORDER:** Ms. Darling called the meeting to order at 9:11 am.

**REVIEW OF MINUTES:** Minutes from April 20, 2015 were reviewed. Dr. Mills-Wisneski made a motion to accept as written, seconded by Ms. Rollo. By unanimous vote the motion carried..

**UNFINISHED BUSINESS:**

Ms. Darling started the meeting by discussing the Section 2 rules/regs in comparison with the supervised practice plan (SPP) checklist. Dr. Mills-Wisneski suggested that the checklist should mirror or be similar to the education requirements in Section 2. Ms. Darling then questioned whether simulation should be added to Section 3 for Refresher programs or whether clinical should be all hands-on experiences. Ms. Rollo commented it was important to keep the language broad and also to provide direct patient contact for a refresher course rather than simulation. Dr. Zickafoose reminded members that all programs in DE must be approved by the BON and currently there are no undergraduate distance education programs approved in DE. The discussion focused on the need to revise the SPP plan specific to RN and/or LPN practice.

Dr. Mills-Wisneski asked about the composition of RNs and LPNs in long term care facilities. Ms. Darling replied they were increasing the number of RN positions but more recently she has seen a shift to hiring more LPNs with a RN in the building but not in direct contact with the LPN. Members discussed the various differences between RN and LPN education and care and the fact that the RN should do an initial assessment. The committee then revisited Section 2 and discussed how this project should be tackled to delineate between RN and LPN checklists for a SPP. However, members found the language in Section 2 was not reflective of current LPN/RN practice.

Rules & Regulations Committee Minutes  
May 11, 2015

Dr. Zickafoose provided a copy of the NCSBN Model Act and Rules to committee members. She reported the NCSBN has no language specific to SPP or refresher courses. After review of the education model language, members decided it was necessary to clean up and revise Section 2 before developing new skills checklists. This seemed to be part of the overall problem in that the rules were not clear and members agreed this clarification in Section 2 would form the foundation for the rest of the work on Sections 3 and 4. Members will review the revisions at the next meeting.

SPP Checklist Comparison and Revisions

Ms. Rollo will email copies of the RN and LPN clinical evaluation tools/checklists to Dr. Zickafoose for distribution to the committee for the next meeting.

**NEW BUSINESS:**

Members discussed the email forwarded from DHSS concerning the requirement in regulations regarding use of social security numbers on CE provider rosters. The email noted that participants are not willing to provide the SSN due to identity theft. The NCSBN does not require this and members agreed this should be eliminated. Ms. Darling will make the recommendation at the BON meeting this week for a vote to remove SSN in Section 9.4.5.1 and to replace it with "contact information and/or affiliation." This change will be included in a future rules and regulations hearing when the committee has further changes completed.


**OTHER BUSINESS before the committee (for discussion only):** None

**PUBLIC COMMENT-** None

**NEXT MEETING-** June 23, 2015 at 9 AM Conference Room B, Cannon Building.

**ADJOURNMENT-** The meeting was adjourned at 11:28 A.M.

Respectfully submitted,



Pamela C. Zickafoose, EdD, MSN, RN, NE-BC, CNE  
Executive Director  
Delaware Board of Nursing